

29 July 1952

MEMORANDUM FOR FILE

FROM :
SUBJECT : Summer Area Program

Difficulties that have made an appreciable difference in carrying out this operation are:

1. It was not possible to work out satisfactory transportation for who gave lectures at as well as R & S. He was carrying a particularly heavy schedule and needed as much time as possible towards preparation. He finally worked out a scheme whereby he would use his own car; again we had difficulty in finding a place for him to park that was near R & S. His problem has been solved however.

2. It has been almost impossible to gain the cooperation of the professors in providing lists of the dates and subject matter of their lectures sufficiently far in advance to allow for their duplication and distribution to the substantive offices. Personnel interested in specific subjects would, if they were able to plan their time, attend certain lectures. In the future it is important to emphasize to the professors that these lists are a significant factor in the success of the operation.

3. It has been difficult to reach the professors. We should have in this office the home and office telephone number of each professor. It should be made very clear to them that from time to time we would wish to reach them and therefore we would ask that they give particular attention to any messages from us which they might receive.

4. This year only one meeting of relatively short duration was held by the professors as a group. The reason for this situation was that we could not get security clearance on them sufficiently in advance to work out our plans or group discussions before the courses began. In the future it is to be hoped that all arrangements will be completed well in advance of their EOD. It would also be desirable (a) to arrange for regular weekly meetings of the professors as a group to discuss suggestions made by students and by those in charge of the program, and (b) to coordinate the material which is to be given.